PROVINCE OF SASKATCHEWAN

10-11

ANNUAL REPORT

MINISTRY OF MUNICIPAL AFFAIRS

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This annual report is also available in electronic format from the Ministry's website at **www.municipal.gov.sk.ca**

Letters of Transmittal

Minister's Letter of Transmittal

The Honourable Dr. Gordon L. Barnhart
Lieutenant Governor of Saskatchewan

May it Please Your Honour:

I respectfully submit the Annual Report of the Ministry of Municipal Affairs for the fiscal year ending March 31, 2011. Our Government and our Ministry direction is focused on fostering the Saskatchewan advantage, ensuring the people of our province enjoy a high quality of life in safe, secure and prosperous communities.

Our Government is committed to increased accountability, keeping our promises, responsibly managing expenditures, and remaining transparent and accountable to the people of Saskatchewan.

In 2010-11 the Ministry of Municipal Affairs developed and maintained strong and effective government-to-government relationships with municipal leaders. Within our Ministry we continued to pursue our mission to facilitate the development of vibrant, safe, self-reliant and accountable municipalities capable of providing leadership and serving the interests of Saskatchewan communities.

Our Ministry has worked hard to support economic growth in municipalities, by keeping our commitments to support sustainable municipal infrastructure. Our Ministry also worked with the municipal sector to develop and implement a revenue sharing formula which grows with the economy. Our work together has resulted in the highest level of revenue sharing to municipalities in the province's history.

The work we have undertaken within our Ministry is helping our province move forward, creating a foundation for sustainable growth. We have more to do. Ultimately, our efforts will benefit all Saskatchewan people and strengthen the municipalities we call home.

Respectfully submitted,

Darryl Hickie
Minister of Municipal Affairs

Deputy Minister's Letter of Transmittal

The Honourable Darryl Hickie
Minister of Municipal Affairs

Dear Minister:

I have the honour of submitting the Annual Report of the Ministry of Municipal Affairs for the fiscal year ending March 31, 2011.

This report outlines progress on our commitments, financial administration and management control, as they related to the Ministry as of March 31, 2011. This past fiscal year our Ministry was able to fully implement a revenue sharing formula that was developed in partnership with the municipal sector, and one which ties directly to the strength of the province's economy. Our Ministry also continued to help invest in needed municipal infrastructure and to further develop an already strong relationship with the municipal sector, helping build capacity so that Saskatchewan people can benefit as our province grows.

I acknowledge responsibility for this report and assure you that the information contained herein is accurate, complete and reliable.

Respectively submitted,

S.P. (Van) Isman
Deputy Minister, Ministry of Municipal Affairs

Introduction

This annual report presents the Ministry of Municipal Affairs' activities and results for the fiscal year ending March 31, 2011. It reports to the public and elected officials on public commitments made and other key accomplishments of the Ministry.

With the release of the Ministry Plan for 2010-11, results are provided on publicly committed strategies, actions and performance measures identified in the Plan. This report also demonstrates progress made on Government commitments as stated in the Government Direction for 2010-11, the Minister's 2010 Mandate letter, throne speeches, and other commitments.

The 2010-11 Annual Report sets the stage for future planning and budgeting processes by providing an opportunity to assess the accomplishments, results, and lessons learned, and identifying how to build on past successes for the benefit of Saskatchewan people.

Alignment with Government's Direction

The Ministry's activities in 2010-11 align with Government's vision and three goals:

Our Government's Vision

A secure and prosperous Saskatchewan, leading the country in economic and population growth, while providing a high quality of life for all.

Government's Goals

- Sustain Economic Growth for the benefit of Saskatchewan people, ensuring the economy is ready for growth and positioning Saskatchewan to meet the challenges of economic and population growth and development.
- Secure Saskatchewan as a safe place to live and raise a family where people are confident in their future, ensuring the people of Saskatchewan benefit from the growing economy.
- Keep Government's Promises and fulfill the commitments of the election, operating with integrity and transparency, accountable to the people of Saskatchewan.

Together, all ministries and agencies support the achievement of Government's three goals, and work towards a secure and prosperous Saskatchewan. The Ministry of Municipal Affairs supports these goals by facilitating the development of vibrant, safe, self-reliant and accountable municipalities capable of providing leadership and serving the interests of Saskatchewan communities.

Municipal Affairs supports the Government's goal of **sustaining economic growth** by

- engaging municipalities in increasing capacity for economic development;
- supporting effective community planning; and,
- assisting municipalities in addressing critical infrastructure needs.

Municipal Affairs supports the Government's goal of a **secure Saskatchewan** by enabling municipalities to establish safe, healthy communities.

Municipal Affairs supports the Government's goal to **keep promises and fulfill commitments** by

- improving information on municipal capacity and needs;
- encouraging and facilitating municipal, First Nations and Métis relationships; and,
- increasing municipal financial and operational transparency and accountability.

Ministry Overview

The Ministry of Municipal Affairs works with the municipal sector to develop programs, services, legislation, regulations and policies. This helps build good local governance and define and protect public interests in Saskatchewan's system of local government. The Ministry is responsible for municipal administration and operations in the Northern Saskatchewan Administration District.

Key partners include municipal councils, associations, administrators, community planners and property assessment appraisers. The Ministry works closely with other provincial ministries and in consultation with the provinces, territories and federal government.

Performance is monitored by the municipal sector's compliance with provincial legislation, program funding requirements, and accountability to the public and the provincial government. Municipalities are accountable for their use of program funds provided by the province and from programs established by federal-provincial agreements. They must comply with provincial legislation, which balances local independence with accountability, and provide good local governance to the public. Accountability is also demonstrated through municipal audited financial statements which display to the public and government how municipal funds were spent. The public also has access to property tax assessment data.

The Ministry of Municipal Affairs' total 2010-11 full-time equivalent (FTE) utilization was 129.3, representing a variance of 6.5 FTEs below the approved budget of 135.8 FTEs. The under-utilization is primarily the result of vacancy management. Offices are located in Regina, Saskatoon, La Ronge and Buffalo Narrows.

The Ministry of Municipal Affairs hosts a shared services function that provides financial, communication and administrative services to multiple smaller ministries and entities, including the Office of the Provincial Secretary and the Office of the Provincial Capital Commission.

Mandate

The Ministry works closely with municipalities, their representative organizations, and other provincial ministries to help ensure effective local government and sustainable municipal infrastructure and services. The Ministry also provides the legislative framework as well as some technical and policy support for cities, urban, rural and northern municipalities.

Key Programs and Services

The Ministry of Municipal Affairs is comprised of five program branches:

- Community Planning — provides services such as assisting with municipal planning and development, and providing professional land-use planning advice to municipalities, other government ministries and the public.
- Grants Administration and Financial Management — provides service in the areas of provincial and federal-provincial financial assistance programs, municipal financial information and reporting, and the Federal (New Deal) Gas Tax Program.
- Northern Municipal Services — provides operational and administrative functions, such as municipal management and training and advisory services to northern municipalities.
- Policy Development — provides and coordinates legislative policy and program analysis and review; legislative support services and drafting; and stakeholder consultation on legislative amendments.
- Strategy and Sector Relations — facilitates preparation and implementation of the Municipal Sector Strategic Plan, fosters provincial-municipal relationships and partnerships, and develops inter-governmental and strategic approaches that support local service delivery.

Progress in 2010-11

Municipal Affairs provides programs and services to a total of 786 municipalities throughout Saskatchewan. This assistance is provided through several lines of business: financial programs, governance, human capacity, policy, regulatory and relationship management. Fifteen cities and 451 other urban municipalities, including 145 towns, 266 villages and 40 resort villages, were provided services as at March 31, 2011. Programs and services were also provided to 296 rural municipalities and 24 northern municipalities. Unincorporated areas of northern Saskatchewan, including 11 northern settlements and 14 resort subdivisions, are part of the Northern Saskatchewan Administration District and are administered by the Ministry.

Municipal Affairs supports Government's goal to Sustain Economic Growth for the benefit of Saskatchewan people, ensuring the economy is ready for growth and positioning Saskatchewan to meet the challenges of economic and population growth and development.

Engage municipalities in increasing capacity for economic development

Results:

Provide municipalities with a sustainable revenue source that grows with the economy through the revenue sharing program.

Complete our government's commitment to fully implement the new municipal revenue sharing agreement in 2011-12 equal to one full point of Provincial Sales Tax. (2010 Mandate Letter)

The commitment for providing revenue sharing to municipalities that offers a sustainable and predictable revenue source was continued in 2010-11. A total of $167.4 million dollars in revenue sharing grants was provided to urban, rural and northern communities, consisting of the following:

- $77.0 million to cities;
- $30.0 million to towns/villages and resort villages;
- $48.7 million to rural municipalities; and;
- $11.7 million to northern communities.

The Government of Saskatchewan's municipal revenue sharing formula will reach the equivalent of one full point of the Provincial Sales Tax in 2011-12. In the first year of the formula's full implementation, a total of $216.8 million will be provided to municipalities, the highest amount of operational funding shared with municipalities by the provincial government in the history of Saskatchewan. The funding will be distributed in the established pool sizes of 46 per cent allocated to cities, 18 per cent to towns, villages and resort villages, 29 per cent to rural municipalities and seven per cent to northern communities.

Enhance the Municipal Sector Strategic Plan to set out long-term directions and a joint work plan for the municipal sector and the province.

The Municipal Sector Strategic Plan (MSSP) is a joint initiative between the municipal sector and the province that will set out long term directions and a work plan for the municipal sector and its relationship with the province. Progress in 2010-11 includes:

- Facilitated dialogue between Saskatchewan's Chief Building Official and towns/villages, and rural municipality sectors, on the provincial interest in achieving increased application of current building standards at the municipal level.
- Shared information about the progress of numerous topics of shared provincial and municipal interest, such as: exploration of options for a new type of municipal structure (e.g. rural-urban hybrid or district) being requested by municipalities; implementation of the Planning for Growth Program; efforts to develop a Municipal Administrator Internship Program and related programming; development of options on a long-term, predictable, and sustainable approach to municipal infrastructure funding; and proposed legislative changes (e.g. education property tax, voter identification regulations, *Fire Safety Act*).
- Renewed efforts to establish a Northern Table for the MSSP initiative.
- Options to enhance communication about the MSSP progress and ongoing priorities are under development for review and consideration by the MSSP Co-Chairs Committee.
- Engagement of the Cities Table, Towns/Villages Table and Rural Table of the MSSP to review the 2010-11 Plan, in an effort to ensure that collaborative efforts are focused on those initiatives of greatest priority. Each table confirmed that the initiative to develop options, for review by municipal and provincial elected officials, for a long-term, predictable and sustainable approach towards municipal capital infrastructure remained the highest priority of the MSSP process. Further information on the Long-Term Infrastructure Project can be found on page 14.
- Consulted with the Ministry of Justice and Attorney General on potential changes to the provincial fine revenues distribution to municipalities.

Collaborate with other ministries and the municipal sector to identify barriers and options to improve economic outcomes.

Working with several partners, Municipal Affairs (MA) developed and implemented the Planning for Growth Program. The Planning for Growth Program seeks to enhance regional planning capacity and establish best practices facilitating sustainable growth and development across the province. The program cost shares projects with groups of two or more municipalities to:

- facilitate regional planning to support the coordination of infrastructure and land use to accommodate growth;
- demonstrate best practices for planning including processes, methodologies or planning models;
- build municipal and professional planning capacity in municipalities and regions; and,
- build and enhance relationships required to support regional planning initiatives.

The program was launched with an application deadline of September 30 for the first intake and December 31 for the second intake. Twenty-two applications were approved for funding involving 158 municipalities with total project costs exceeding $2.4 million. Additional results of the program are found throughout this report.

Increase municipal capacity through programs and services and joint initiatives with the municipal sector.

Continue to work with the municipal sector to enhance professional and administration capacity in all areas, focusing on financial reporting and enforcement and regional planning to support growth and economic development. (2010 Mandate Letter)

The Ministry has continued to work with the municipal sector to strengthen municipal capacity in 2010-11. Results include:

- General municipal administration technical advice was provided through more than 8,000 phone calls, 50 in-person meetings, and 22 workshops involving 1907 attendees.
  - Workshops were developed and delivered in partnership with several municipal associations (Saskatchewan Urban Municipalities Association, Saskatchewan Association of Rural Municipalities, Urban Municipal Administrators Association of Saskatchewan, Rural Municipal Administrators' Association of Saskatchewan) and other provincial bodies (e.g. Justice and Attorney General, Information Services Corporation) on topics such as tax enforcement, municipal elections, citizen engagement, bylaw enforcement and recent legislative changes. Attendees reported a 99 per cent satisfaction rate with the workshops.
- Maintained in excess of 100 technical resource documents available on the ministry's website on municipal administration and governance topics.
- In partnership with municipal associations, MA continues to help to guide the delivery of the Municipal Leadership Development Program and the Saskatchewan Municipal Awards Program. The Awards Program will complete its fifth year in 2011, and one of the six award categories, the former Municipal Service Excellence category was redesigned and is now the Municipal Innovation and Service Excellence Award.
- A pilot Administrator Internship Program with the Saskatchewan Association of Rural Municipalities (SARM) was implemented to help address the projected need for municipal administrators in the near future. The program, which will continue until October 31, 2011, was in place for one rural municipality in 2010-11.
- The Ministry provided $250,000 to SARM through the Communities in Transition Program for administrator recruitment, a municipal summer student program and for asset management projects. The program accommodates the needs of Saskatchewan communities that assume financial liabilities related to municipal restructuring.
- In conjunction with Northlands College and the University of Regina, MA has continued a mentorship program for students in the Northern Local Government Administrator's Certification Program to assist them in obtaining their certification. Twenty-six students have participated in the program, with seven new students added in the 2010-11 fall semester.
  - The program initially represented 13 northern communities; 18 of the 24 northern municipalities are now currently represented. Seven students have completed the course, resulting in five additional clerks being certified in the Local Government Authority Certificate Program, with four remaining in their communities as administrators.
- A retired certified administrator has been funded by the Northern Municipal Trust Account (NMTA) to provide office training and inspections and the requirements necessary to obtain their Board of Examiners Certification.
- MA is working with the municipal sector to discuss potential expansion of existing, or new, post-secondary training options applicable to careers in municipal administration.
- MA is working with the Saskatchewan Urban Municipalities Association (SUMA) to complete background research on options for addressing capacity issues within small urban municipalities.

Improvements have been realized in municipal financial reporting, as 94 per cent of southern municipalities submitted their audited financial statements and 90 per cent were compliant with Public Sector Accounting Board's (PSAB) new recommendation regarding tangible

capital assets. Financial statement workshops were held throughout the province with over 500 municipal registrants. A helpline was available and online resources were updated on an ongoing basis to assist municipalities with the implementation of new accounting requirements.

- Fourteen, or 58 per cent, of the northern communities have filed their 2009 financial statements. Changing operating regulations and accounting standards have placed demands on clerks and administrators so many no longer have the ability and capacity to develop and maintain municipal records.
  - In March 2011, the NMTA Board recommended funding be committed towards a capacity building initiative. The funding will assist in addressing the capacity issues identified by Dr. Greg Poelzer of the International Centre for Northern Governance and Development in his study titled "NMTA Needs Assessment: *Building Administrative Capacity in Northern Saskatchewan's Municipalities.*"

With regard to regional planning to support growth and economic development, the Planning for Growth Program is responsible for:

- Supporting activities in four existing Planning Districts, involving 50 municipalities – including efforts to update district official community plans and add new members. These Planning Districts are also considering the establishment of district planning authorities.
- Supporting the establishment of 12 new Planning Districts involving 81 municipalities.
- In 2010-11, the Planning for Growth Northern Program provided $235,523 in funding to the Northern Saskatchewan Administrative District to support community planning in northern municipalities. Two community planners were hired to assist northern municipalities in developing or updating official community plans and zoning bylaws. Currently, 20 municipalities are participating.

Facilitate the subdivision of land for consistency with municipal and provincial priorities, regulations, and interests for economic development.

- Through an estimated 20,000 phone calls, plus general correspondence, e-mails and meetings, Ministry staff provided advice and information to developers, industries, municipalities and others to facilitate the coordination of planning, sustainable infrastructure, development and subdivision of land with ministries, crown corporations, and agencies.
- The Ministry manages the subdivision of land and assists municipalities in building municipal capacity and independence to manage land development decisions and associated infrastructure and service delivery in a manner that ensures orderly and beneficial growth, sustainable communities, economic development, environmental integrity, cost-effective infrastructure and reduces provincial liability.
- The NMTA Northern Residential Subdivision Program is a $6 million revolving fund assisting communities to meet the needs for serviced residential lots. In 2010-11, the program completed a new 30 lot subdivision in the Northern Village of Air Ronge and began construction on a 31 lot subdivision in La Ronge.
  - Additionally, the Northern Village of La Loche completed a pre-design subdivision planning document. The community is currently reviewing the plan and a decision on when to proceed will be made in 2011. Similarly, the Northern Hamlet of Stony Rapids was approved for a pre-design subdivision planning document.

Measurement Results: Number of sites created through subdivision approval process

The subdivision of land is a key step for investment in economic growth as it precedes actual development. The following charts display the subdivision applications processed and the resulting sites approved from April 1, 2010, to March 31, 2011, and for the previous five years:

Figure 1:

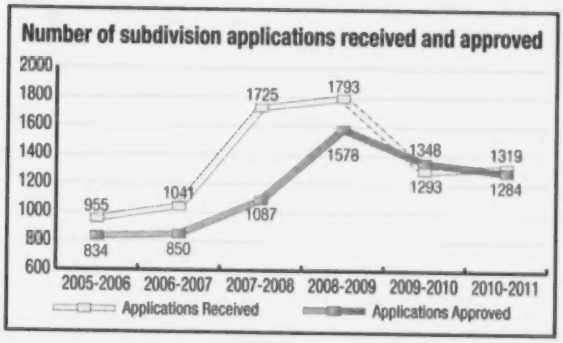
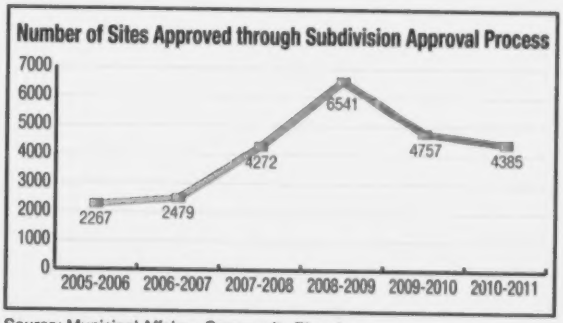


Figure 2:



Source: Municipal Affairs - Community Planning

Please note that the figures reported above may fluctuate slightly between reporting periods due to minor corrections in the database for decisions

- In 2010-11, Municipal Affairs received 1,319 subdivision applications and approved 1,284 applications, resulting in the creation of 4,385 sites. Projections for 2011-12 indicate sustained high levels, though a slight decrease is expected as backlogs continue to be reduced and demand for new subdivisions has slightly declined.
- Facilitating subdivisions supports the provincial objective for a prosperous economy. The elevated trend for lot development in the past several years represents significant investment in land and property within the province and places demands for new infrastructure to service the sites created.

Manage the Saskatchewan Infrastructure Growth Initiative (SIGI) to support the provincial growth agenda. SIGI provides interest rate subsidies for up to five years for municipal borrowing, assisting in the development of infrastructure needed to meet the demand for new housing, commercial, and industrial lots.

SIGI is a key component of the Government's growth agenda, as it serves to provide another option to fund municipal infrastructure related to lot development. Administered by Municipal Affairs, SIGI is an ongoing initiative until 2015-16.

- The fourth application intake closed on September 30, 2010. Payments were made to municipalities with approved lot development and associated offsite infrastructure projects. Total approved borrowing through the program is $207 million. This level of borrowing will lead to the development of 2,730 residential lots, nine commercial lot projects, three industrial lot projects and 46 off-site infrastructure projects to support community growth.

Support effective community planning

Results:

Engage municipalities in land use planning decisions to expedite subdivision and development.

- Undertook seven Planning for Growth workshops across the province in cooperation with the Municipal Capacity Development Program, SUMA and SARM.
- Presented on the opportunities to meet housing demands through planning, and the opportunities provided by the Planning for Growth Program, at two Housing conferences
- Presented to the northern mayors on engaging with First Nations to facilitate development.

Update municipal planning legislation and regulations to assist municipalities in managing growth challenges.

- Planning for Growth North has hired two planners in partnership between the Gas Tax Program and the NMTA to update and develop Official Community Plans in northern communities. Currently, 20 municipalities are participating.

- Official Community Plans (OCPs) and zoning bylaws have been drafted for the northern hamlets of Stony Rapids and Timber Bay, the town of Creighton, and the northern villages of Denare Beach and Sandy Bay.

- Prepared a legislative proposal to enhance district and regional planning and address the cost of servicing development.
- Consulted with stakeholders on a proposal to update the subdivision regulations for planning and development.

Measurement Results: Municipalities with Official Community Plans

The Planning and Development Act, 2007 provides municipalities the authority to adopt OCPs. These plans set out policies to govern land use and development, outline the municipalities' economic growth strategies, encourage environmental stewardship, plan sustainable infrastructure, support recreational opportunities, and address community interests. Without OCPs, municipal councils do not have the policies and supporting legal authority to lead the municipality's development agenda. The following charts represent all municipalities within Saskatchewan, including northern municipalities.

Figure 3:

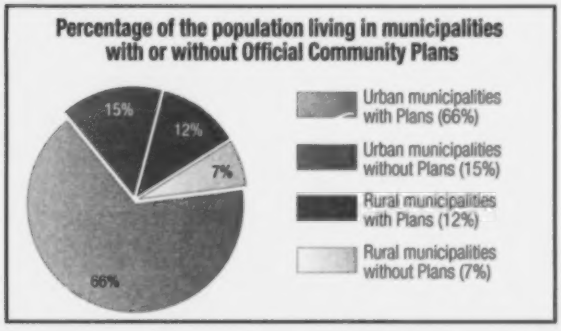
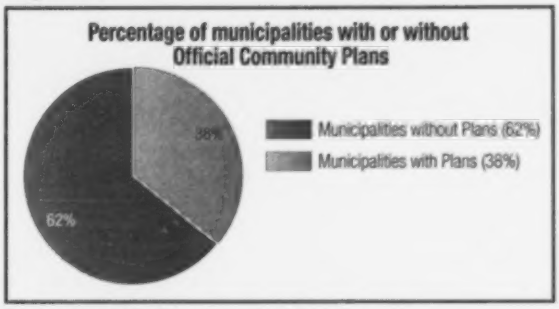

Percentage of the population living in municipalities with or without Official Community Plans
15%
12%
7%
66%
Urban municipalities with Plans (66%)
Urban municipalities without Plans (15%)
Rural municipalities with Plans (12%)
Rural municipalities without Plans (7%)

Figure 4:



Source: Municipal Affairs - Community Planning

- As the first pie chart displays, the majority of Saskatchewan's population lives in communities that have adopted OCPs (78 per cent). However, as displayed in the second measure, many municipalities are still without OCPs. Without an OCP, municipalities have not established a plan for growth and community sustainability or the authority to facilitate new development opportunities to achieve cost-effective and efficient services for community residents and new land development.
- Since 2007, the economy in Saskatchewan has experienced significant growth, furthering the need for capable municipalities to implement OCPs in order to respond to increasing demands for residential and commercial lots, expanded infrastructure, and servicing to support community expectations and needs.
- The Ministry provides information through one-on-one staff discussions and workshops to municipal sector clients on the value of statutory plans to support efficient and responsible growth and development. Sample OCPs and Zoning Bylaws for rural and urban municipalities are available on our website. When municipalities finalize their statutory plans they may also use the information in the sample Interim Development Control bylaw to guide decision making.

Work with the municipal sector and other provincial ministries and agencies to encourage regional planning for land use, infrastructure investment, and economic development.

- Held a workshop on planning legislation and district planning for Municipal Capacity Development Program planners and northern planners.
- Held a workshop for private sector planning professionals on legislation and regulatory requirements for district planning and expectations of the Planning for Growth Program to foster regional planning opportunities.

Identify, evaluate and initiate strategic and innovative improvements to Saskatchewan's local government system. (2010 Mandate Letter)

- Prepared legislative proposal to enhance district and regional planning and address cost of servicing development. The amendments build upon the principles and concepts of the existing legislation and are designed to:
  - provide additional flexibility for municipalities to jointly plan and manage areas of common interest;
  - improve the mechanics of decision making for large District Planning Commissions;
  - provide the Minister ability to delegate Approving Authority status to a District Planning Authority;
  - provide dispute resolution processes for District Planning Commissions and District Planning Authority's; and,
  - increase municipal flexibility to effectively service and cover the cost of development.
- Developed discussion document and implemented consultations on Statements of Provincial Interests.
- The new *Northern Municipalities Act, 2010* introduces opportunity for Regional Municipal Service Districts.
- Developed amendments to *The Local Government Election Act* to increase the term of office for municipal officials to four years, effective in 2012, to enable councilors to govern more effectively after having been oriented to the role and a council to fulfill its mandate, in particular infrastructure projects, within the term. Other amendments provide greater ability for municipalities to use advance polls, special polls for long term care facilities and mail-in ballot systems.
- Developed one comprehensive set of regulations to complete the process of renewing and operationalizing *The Northern Municipalities Act, 2010. The Northern Municipalities Regulations* consolidate and replace the previous 12 separate regulations, providing a single point of reference and access to the regulations pertaining to the new Act. The regulations culminate a lengthy review of northern municipal legislation that modernizes the roles and responsibilities of northern municipalities, consistent with southern municipalities.
- The Ministry has undertaken a review pertaining to establishing a special service area at any time. A special service area requires services different from the rest of the municipality and will be taxed at a mill rate different from the remainder of the municipality, and may have a special tax and/ or special levy, or tax tools applied to the taxable assessment of the property. Consultations with stakeholders are being held and a final recommendation will be prepared.

Consult stakeholders on provincial priorities for land use and development.

- Developed a discussion document and held 21 consultation sessions on the Statements of Provincial Interests (SPI) with targeted stakeholders and the public. The SPI identifies the key provincial policies for land use and will provide direction to municipalities for orderly and responsible local and regional development. The goal of the SPI is to:
  - promote consistency and compatibility between municipal and provincial development priorities;
  - clarify provincial priorities to guide local land use policies and development decisions to manage change;
  - improve quality of life and offer security to Saskatchewan communities;
  - promote orderly and sustainable growth, economic diversification, and stability;

- encourage intermunicipal cooperation and mutually beneficial partnerships; and,
- establish sound local and regional land use planning practices.

- Held two meetings to report back to stakeholders, ministries and Crowns and released a document titled "What we Heard" on the Ministry's website, detailing the SPI consultations.

Collaborate with the municipal sector to identify and implement opportunities to enhance planning for growth regions.

Continue to strengthen relationships with municipal partners, the Saskatchewan Urban Municipalities Association and the Saskatchewan Association of Rural Municipalities. (2010 Mandate Letter)

The Ministry continues to strengthen its relationship with municipal partners. Ministry officials are working collaboratively with the sector on various initiatives to address concerns. This includes: training needs related to municipal budgeting and financial reporting; raising asset management awareness through pilot projects with municipalities; a city sector workshop; and presentations at the municipal associations' conventions. In 2010-11, the Ministry also:

- Developed and implemented the Planning for Growth Program. See results on pages 8, 10 and 11.
- Supported the establishment of the largest single Planning District with 36 municipalities and one First Nation in south central Saskatchewan – Waterwolf.
- Presented on the opportunity for regional planning at three intermunicipal meetings.
- Developed web-based support documents for district/regional planning and a flood management article.

Provide education and training materials to municipalities and the development industry to facilitate orderly and beneficial community growth.

- Delivered seven presentations at municipal sector conferences and provided a two-day training workshop for municipal planners.
- A Guide to annexations has been completed for use by municipalities in planning for growth. The guide has been made available to municipalities via the Ministry's website, and municipalities have been advised of this through the "Municipalities Today" publication.
- Developed and posted to the Ministry's website:
  - A step-by-step guide to the Subdivision Process containing a land suitability inventory. The document was developed in partnership with SaskPower, SaskEnergy, SaskTel and the Regina & Region Homebuilders' Association.
  - A publication on the role of municipalities in the subdivision process.
  - An article for "Municipalities Today" on the advantages of municipalities planning jointly.
  - Web-based support documents on district/regional planning and cost sharing services for planning by municipalities.

Assist municipalities in addressing infrastructure needs to support economic growth

Results:

Initiate the development of a municipal infrastructure plan for the Province that includes community and regional sustainability planning.

Facilitate orderly and efficient management of infrastructure investment to Saskatchewan communities, and work with municipal partners to develop a sustainable long-term infrastructure plan. (2010 Mandate Letter)

- A Long-term Infrastructure Project steering committee has been formed by officials from MA, SUMA, SARM, Urban Municipal Administrators Association of Saskatchewan, the Rural Municipal Administrators' Association of Saskatchewan, New North and the cities of Saskatoon, Regina, Yorkton and Estevan. KPMG/Stantec has been contracted to compile best practices to optimize efficient public investment in municipal infrastructure.

- A Request for Proposals to secure a consultant to do research and produce recommendations on municipal infrastructure financing alternatives will conclude in April 2011, and thereafter a suitable consultant will be contracted.
- A Request for Proposals to seek assistance in defining the municipal infrastructure gap in Saskatchewan is being drafted and under review by the Long-term Infrastructure Project steering committee.

- Contracted a consultant to undertake an inter-jurisdictional review of regional planning approaches in Canada and to identify regional planning models for Saskatchewan which could respond to our growth needs given the range of municipal capacity.
- Contracted with Associated Engineering Ltd. to develop an asset management database for 35 northern municipalities. The database forms the basis for both a municipal tangible capital asset management plan as well as allows development of an overall northern municipal infrastructure strategy.
- Conducted a Lean Value-Stream Mapping event to further improve the management of infrastructure programming. To date, municipal infrastructure investments are proceeding orderly and efficiently. Federal and provincial funding provided to third parties through capital programs totaled $159.6 million in 2010-11.

Provide capital funding through financial assistance programs to enable effective and efficient investments primarily for water, wastewater, solid waste, recreation, and local roads.

- Projects are proceeding with construction and payments are flowing to municipalities. There are some high and medium risk "stimulus" projects that were impacted by extreme weather (i.e. heavy rainfall) and an extension to October 31, 2011 was granted for these projects. Ninety important infrastructure projects took advantage of this extension. The majority of these extensions are for water, wastewater and recreation projects.
- Federal and provincial funding provided to third parties, particularly municipalities, through capital programs totaled $159.6 million in 2010-11.
- The Northern Capital Grants Program provides financial and technical assistance to northern communities for the construction or upgrading of municipal facilities and for the acquisition of municipal equipment. In 2010*, $1.47 million was provided for 33 capital projects.
- The Northern Water and Sewer Program provides funding to northern communities to develop and install or upgrade water and sewer systems to ensure residents have access to a safe potable water supply. In 2010*, $6.1 million was provided for 31 water and wastewater infrastructure projects.
- The Northern Emergency Water and Sewer Program assists northern communities with emergency funding in the event of unforeseen problems which threaten the safe and efficient operation of the community's water and sewer systems. In 2010*, $189,000 was provided.

*Due to several factors, the NMTA operates under the calendar year of January 1st to December 31st, whereas the Ministry's fiscal year runs from April 1st to March 31st. The NMTA financial information presented in this report corresponds with the NMTA calendar year. The NMTA Annual Report for the year ended December 31, 2010, can be found on the Ministry of Municipal Affairs' website at: www.municipal.gov.sk.ca/Overview/NMTA-AnnualReport2010.

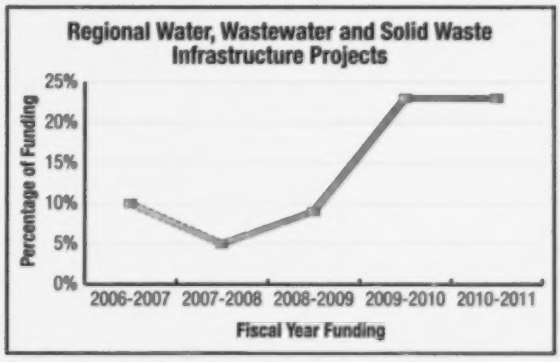
Encourage municipalities to use servicing agreements and development levies to fund and achieve sustainable infrastructure investment.

- Provide ongoing advice to municipalities through the subdivision process.
- Presented at three conferences on planning, servicing agreements and asset management to support growth and infrastructure demands.

Measurement Results: Percentage of funding provided to communities under 100,000 for regional water, wastewater, and solid waste infrastructure through major federal/provincial cost-shared infrastructure programs (as a percentage of total funding)

This measure is significant to the Ministry and the Government of Saskatchewan as regional solutions often provide an effective and efficient solution to local issues surrounding limited financial resources, increasing municipal infrastructure deficits, and environmental/health disaster risk. This measure tracks the amount of federal/provincial program funding that is provided to communities with populations fewer than 100,000 for regional water, wastewater, and solid waste infrastructure as a percentage of total funding provided under those categories.

Figure 5



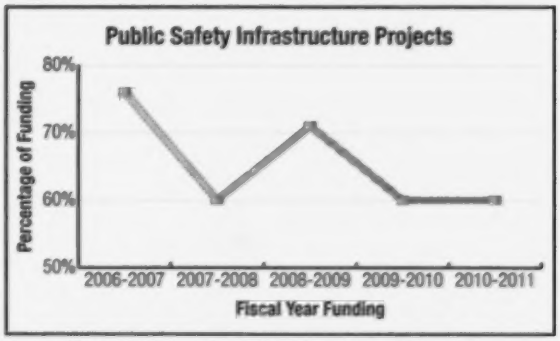
Source: Municipal Affairs - Grants Administration and Financial Management

- Significant funding in 2009-10, 2010-11 and 2011-12 has been committed to regional infrastructure. Clean water is essential for a high quality of life in our province. In order to provide necessary funding to achieve this, the Government of Saskatchewan will continue to provide funding for several important regional projects under the Building Canada Fund – Communities Component in 2011-12.

Measurement Results: Proportion of infrastructure investment provided for public environmental and safety projects (water, wastewater, and solid waste projects) through federal/provincial cost-shared programs (as a percentage of total funding)

Government investments in health and safety related infrastructure projects are essential to promote quality of life for Saskatchewan residents and mitigate environmental/health risks. This measure tracks the proportion of federal/provincial cost-shared program funding provided for water, wastewater and solid waste projects as a percentage of total funding provided.

Figure 6



Source: Municipal Affairs - Grants Administration and Financial Management

- Total federal/provincial funding has significantly increased in the past several years. A significant portion of total funding was cash-flowed to public safety projects in 2010-11. In 2011-12, the percentage of funding for public safety projects will be the highest level in seven years. This high percentage in 2011-12 is the result of a focus on public safety projects under the Building Canada Fund – Communities Component and the completion of many of the sport/culture/recreation/local roadway projects in 2009-10 and 2010-11.

Municipal Affairs supports Government's goal to secure Saskatchewan as a safe place to live and raise a family where people are confident in their future, ensuring the people of Saskatchewan benefit from the growing economy.

Enable municipalities to achieve vibrant, safe, healthy communities

Results:

Collaborate with other ministries and the municipal sector to identify and address needs for vital services.

MA participated on the Ministry of Corrections, Public Safety and Policing's (CPS) Public Safety Review Committee. The Public Safety Review Committee was formed by CPSP in the spring of 2008 to review the public safety environment within the province of Saskatchewan and make appropriate recommendations to address any issues.

Enhance recreational opportunities in communities.

- The Ministry continues to administer the provincial portion of the Recreational Infrastructure Canada (RInC) Program, which provides recreational funding to 145 projects across the province.
- Worked with the Ministry of Tourism, Parks, Culture and Sport on facilitating recreational and cottage development around Lake Diefenbaker.

Encourage municipal policy and development decisions to promote community health and safety.

- Engaged the municipal sector on discussion about provincial planning legislation and provincial interest.
- Provided many articles in "Municipalities Today" to promote community health and safety. For example, advice was offered to municipalities on how to protect development from flooding and incorporate flood proofing in the development permit process.

Encourage municipalities to integrate provincial development priorities and interests to achieve sustainable communities.

- Developed a discussion document and implemented consultations on Statements of Provincial Interests.
- Reviewed and processed 614 municipal planning bylaws to ensure compliance with provincial interests.

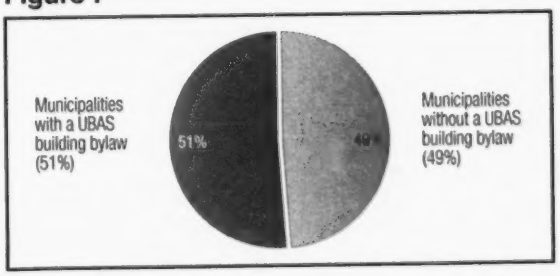
Facilitate the subdivision approval process to protect life and property and minimize risks associated with hazards.

From April 1, 2010 to March 31, 2011, the Ministry received 1,319 applications for subdivisions and approved 1,284, resulting in the development of 4,385 new sites. Identified actions have stated efforts to provide training, education, resources and regulations to assist municipalities in safely achieving sustainable communities.

Measurement Results: Percentage of municipalities with a building bylaw pursuant to *The Uniform Building and Accessibility Standards Act*

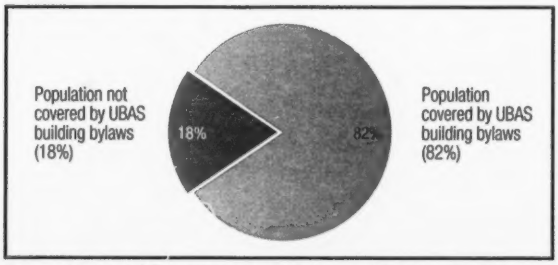
This measure demonstrates municipal leadership in providing public safety through the adoption of building bylaws pursuant to *The Uniform Building and Accessibility Standards Act* (UBAS) and enforcement of building standards that promote construction of safe buildings.

Figure 7



Percentage of population covered by UBAS Act building bylaws

Figure 8



Source: Ministry of Corrections, Public Safety and Policing - Building Standards

- As of March 31, 2011, 397 of 786 (51 per cent) municipalities had UBAS approved building bylaws in place, while 389 of 786 (49 per cent) municipalities were without a UBAS building bylaw pursuant to the Act. Municipalities with building bylaws in place represent 82 per cent of the province's population (based on the 2006 Census), not including reserve populations. Inspections on reserves where the National Building Code is utilized are conducted by First Nations Building Officials.
- Ongoing efforts and initiatives by the Ministry, as well as interministry and agency co-ordination, will increase the implementation of UBAS building bylaws by municipalities. Interjurisdictional planning provides a means of building municipal planning capacity and developing Official Community Plans and building bylaws. The Ministry is working with municipalities to enhance interjurisdictional opportunities through the Municipal Capacity Development Program and assisting communities interested in working together through district planning initiatives.

Municipal Affairs supports Government's goal to keep Government's promises and fulfill the commitments of the election, operating with integrity and transparency, accountable to the people of Saskatchewan.

Improve information on municipal capacity and needs to support evidence-based decision-making

Results:

Complete a pilot project to examine the feasibility of using municipal asset information to estimate funding needs and encourage municipal asset management.

- The Northern Pilot project for all 35 northern communities is complete and an asset management system has been implemented in each community. An aggregated regional system is also available for government and Northern Management Trust Account Management Board. A detailed assessment of northern infrastructure needs and priorities will follow.
- An information base of over $600 million in municipal assets for 35 northern municipalities can now be used for future planning purposes by both local municipalities and Municipal Affairs. Additional pilot projects are at various stages.
- Two urban and one rural municipal infrastructure pilot project have been completed that encourage municipal asset management and long term financial planning.

Develop a municipal information data portal as a comprehensive source of municipal information from all ministries to support government analysis and decision-making.

Phase 1 to establish the Municipal Information Dataportal (MID) web portal website is complete. The first phase established the MID website with more than 100 links to web-based information currently available across 13 broad categories of interest. Phases 2 and 3 are currently underway and include expansion of information and applications identified through consultation with other ministries.

Encourage and facilitate municipal, First Nations, and Métis relationships

Results:

Inform municipalities of their duty to consult through municipal bylaw reviews, workshops, and informational sessions.

- Presented to municipal planners at the Association of Professional Community

Planners of Saskatchewan on the duty to consult.

- Delivered three presentations on engaging with First Nations and Métis.
- Participated in an enterprise-wide team to develop and finalize the Government of Saskatchewan's Consultation Policy Framework.

Ensure duty to consult obligations are met when developing policy and legislation or approving bylaws and subdivisions.

- Integrated policy into Statements of Provincial Interests that is currently in public discussion and implemented internal protocols to ensure duty to consult is applied in the subdivision/bylaw review processes.
- Participated in enterprise-wide initiative to draft operational guidelines for ministries to implement the Government of Saskatchewan's Consultation Policy Framework with First Nations and Métis.
- Initiated preparation of MA operational guidelines for Community Planning and other Ministry initiatives as applicable.

Strengthen relationships between municipalities and First Nations and Métis people by facilitating discussions to enhance shared services and stimulate economic development.

- Supported the establishment of Waterwolf, the first southern Planning District to include a First Nation as a member.
- Through the provision of infrastructure funding to communities for projects providing regional benefits such as regional water pipelines, municipal collaboration with First Nations and Métis people in 2010-11 has strengthened the relationship.
- Through the Planning for Growth Program municipalities were encouraged to include First Nations in their regional planning initiatives. There were four projects approved that involve First Nations. These projects are intended to support the enhancement of relationships through the coordination of infrastructure, service delivery and land use to accommodate growth and support long term regional sustainability.
- Worked with the Ministry of Environment, Town of La Ronge, the Northern Village of Air Ronge and the Lac la Ronge Indian Band on the development of a regional land use plan for the Planning Area around La Ronge. The plan addresses the long range development of the area surrounding the municipalities and First Nation.
- The Northern Saskatchewan Administration District (NSAD) works with First Nations on agreements for the provision of services to residents in northern Saskatchewan. Agreements are in place and are being developed for shared water and sewer systems such as the Lac La Ronge Regional Water System. The NSAD also participated with First Nations on the provision of regional waste management and emergency services.

Increase municipal financial and operational transparency and accountability

Results:

Communicate to Saskatchewan people about Government's initiatives and investments in municipalities.

A final draft of a Municipal Performance Report has been completed and is under review. This report will provide a look into the various lines of business that municipalities are in and to provide a snapshot of performance in a variety of areas. The document also highlights the areas where the municipal sector and the province have common interests and have worked together, such as public safety and security, economic viability and opportunity, recreation and leisure, effective infrastructure, and improving municipal capacity.

Educate and raise awareness of roles and responsibilities of elected and administrative officials.

Amendments to strengthen local government election legislation and improve transparency of candidates for municipal elections were passed in the spring 2011 legislative session (Bill 162). These amendments also increase the term of office for municipal officials to four years, effective in 2012, to enable councilors to govern more effectively after having been oriented to the role and a council to fulfill its mandate, in particular infrastructure projects, within the term.

Support municipal compliance with Public Sector Accounting Board and legislative requirements.

The Ministry has assisted municipalities in meeting the new PSAB recommendation for tangible capital assets. Tangible capital asset reporting presented significant challenges to Canadian municipalities. The Ministry provided several tools and resources to assist municipalities with this technically complex recommendation. Ninety per cent of the financial statements submitted by Saskatchewan municipalities were compliant with PSAB's new recommendation which is a significant accomplishment.

Results in 2010-11 include:

- Financial statement workshops were completed in October 2010 at three locations in the province, with over 500 municipal registrants.
- A help line was available and online resources were updated on an ongoing basis to assist municipalities with the implementation of new accounting requirements.
- Amendments to municipal regulations were completed to clarify the treatment of amortization expense in municipal budgets.
- Updated and amended the reporting requirements for Municipal Public Accounts in *The Cities Regulations*, to make these requirements similar to those for Provincial Public Accounts.

Improve the effectiveness and efficiency of the Ministry's programs and services so as to ensure the best use of public funds

Results:

Implement a management practice of assessment and continuous improvement to ensure a robust, objective, and multi-year assessment function.

- Senior management received Lean training provided by the Public Service Commission throughout 2010-11. Further internal Lean capacity is being developed within the Ministry as several employees received advanced practitioner training.
- Municipal Affairs completed two Value-Stream Mapping events in 2010-11 focused on the federal-provincial program payment process and the subdivision review and approval process. Each event identified improvement opportunities ranging from "quick wins" to longer term projects. As a result, substantial decreases in processing times for both processes have been realized, in addition to several other qualitative benefits.

Undertake a comprehensive review of the current subdivision process in order to identify improvements to facilitating sustainable growth.

The Ministry surveyed clients of subdivision issues and completed a Value-Stream Mapping event using the Lean methodology to develop and implement efficiency improvements.

- Lean was applied to the Integrated Subdivision Approval Program, resulting in a reduction of processing time for subdivision review and approval from 174 days in 2009-10 to 154 days in 2010-11. In March 2011, the average cycle time was 142 days and 23 per cent of the approvals were "fast track" approved within 30 days.

Improve the speed and efficiency of integrated subdivision application reviews and decisions by implementing the Subdivision On-Line Application project.

The Ministry continued to undertake ongoing process improvements to improve Subdivision On-Line Application (SOLA) operations. MA is working with the Information Technology Office to remove current restraints within SOLA and build on opportunities that SOLA provides.

Review the management of municipal tax exemptions, abatements, discounts, and penalties in the context of Government's new approach to education financing.

Support government efforts to pursue additional education property tax reductions. (2010 Mandate Letter)

Initial consultations occurred with internal and external stakeholders based on a discussion paper and power point presentation. A subsequent report has been completed and will be refined based on internal consultations. Further stakeholder consultations will be scheduled in the near future.

In the 2011-12 Budget, the Government will meet the commitments made with respect to reducing education property taxes and increasing the government's share of K-12 education costs. In the 2007 platform and in the 2009-10 Budget, the Government committed to double the level of education property tax relief during the mandate.

The final stage of this commitment has been met with the provision of additional education property tax relief of $55.6 million in the 2011 taxation year. The savings for property taxpayers in the various property tax classes will be the following:

- $31.3 million for Agricultural land – the mill rate declined from 7.08 to 3.91;
- $5.6 million for Commercial property – the second tier mill rate declined from 15.75 to 14.75; and,
- $18.7 million for Residential property – the mill rate declined from 10.08 to 9.51.

The total education property tax relief in 2011 will be the following:

- 80.9 per cent for Agricultural land versus 38.0 per cent in 2007;
- 17.4 per cent for Commercial property versus 6.0 per cent in 2007; and,
- 29.0 per cent for Residential property versus 9.7 per cent in 2007.

Complete a review of the Saskatchewan Municipal Board.

An Interim Review was completed that did not identify a need for major structural or governance changes. A multi-year review of each of the business processes of the Saskatchewan Municipal Board's working committees is underway in order to identify areas for legislative and other improvements:

- Boundary Alteration Committee and Board of Revenue Commissioners process mapping is complete and recommendations are in consultation stages.
- Mapping of Local Government Committee processes is being finalized; consultations to follow within election restrictions.
- Review, mapping and consultations on assessment and planning appeals processes is a key action for completion in 2011-12; review and mapping work on assessment appeal process has begun.
- Changes to board member qualification regulations and legislative changes regarding member terms, appointments and renewals have been identified for future consideration by government.

Ministry staff are actively involved in an inter-ministry working group to review progress on and advance the implementation of the Provincial Ombudsman's best practice recommendations for administrative tribunals from the 2007 report: "Hearing Back."

2010-11 Financial Overview

Financial Results

Total 2010-11 expenses for Municipal Affairs were $363.7 million, representing a variance of $18.5 million below the approved appropriation, primarily as a result of decreased infrastructure funding due to weather delays and the extension of federal stimulus funding deadlines resulting in some expenditures being deferred to 2011-12.

Municipal Affairs' total 2010-11 revenues were $99.6 million, representing a variance of $14.9 million below budget. This variance is primarily attributable to Building Canada Fund – Communities Component project delays due to weather and the extension of federal stimulus funding deadlines.

Summary

The following table summarizes budgeted versus actual expenses by subvote and subprogram. Variance explanations are provided for all variances that are greater than 5% and $100,000.

	In thousands of dollars				
Subvote/Subprogram	2009-10 Actual	2010-11 Estimates	2010-11 Actual	Variance Over/(Under)	Notes
Central Management and Services	**4,701**	**4,653**	**4,418**	**(235)**	1
Municipal Relations	**7,802**	**7,179**	**6,899**	**(280)**	
Municipal Financial Assistance	**337,671**	**310,742**	**295,096**	**(15,646)**	
Urban Revenue Sharing	107,025	107,136	106,994	(142)	
Rural Revenue Sharing	48,656	48,546	48,687	141	
Northern Revenue Sharing	11,718	11,718	11,718	–	
Municipal Infrastructure Grants	56,802	–	–	–	
Provincial/Territorial Base Fund	–	10,800	24,754	13,954	2
Building Canada Fund – Major Infrustructure Component	–	–	5,745	5,745	2
Recreational Infrastructure Canada Program	–	9,600	1,858	(7,742)	3
Infrastructure Stimulus Fund	–	36,000	25,680	(10,320)	4
Municipal Rural Infrastructure Fund	6,420	2,593	3,498	905	5
Building Canada Fund – Communities Component	78,034	56,100	36,830	(19,270)	4
Urban Development Agreements	1,251	664	941	277	6
SIGI Loan Program	3,189	2,300	4,283	1,983	5
Provincial Municipal Support	2,775	–	–	–	
Transit Assistance for People with Disabilities	2,910	2,920	2,910	–	
Grants-in-Lieu of Property Taxes	12,241	12,800	10,929	(1,871)	7
SAMA (Authorized by Law)	6,320	9,565	9,565	–	
SAMA (Supplementary)	330	–	–	–	
Mosquito Control Program	–	–	694	694	8
Federal Municipal Assistance	**58,450**	**58,264**	**55,878**	**(2,386)**	
Gas Tax Program	58,450	58,264	55,728	(2,536)	
Public Transit Program	–	–	150	150	9
Saskatchewan Municipal Board	**1,332**	**1,369**	**1,378**	**9**	
Administration – Local Government Committee	1,000	961	1,063	102	10
Planning Appeals Committee	112	107	82	(25)	
Assessment Appeals Committee	220	301	233	(68)	
Sub-total	**409,956**	**382,207**	**363,669**	**(18,538)**	
Supplementary Estimates/Special Warrant	–	–	–	–	
Capital Assets	–	–	–	–	
Capital Asset Acquisitions	–	–	–	–	
Capital Asset Amortization	–	–	–	–	
Total Appropriation	**409,956**	**382,207**	**363,669**	**(18,538)**	

Note: The financial results above reflect the Ministry of Municipal Affairs, as well as administrative costs associated with the Office of the Provincial Capital Commission and the Office of the Provincial Secretary, through a shared service arrangement.

Explanations of Major Variances

2010-11 Results:

1) Vacancy Management and miscellaneous operating under-expenditures.
2) Additional funding provided to allow for more timely construction of projects.
3) Less funding required as a result of accelerated funding provided in the previous year.
4) Weather related project delays and the subsequent extension of the federal stimulus funding deadlines.
5) Agreement obligations exceeded appropriation.
6) Outstanding commitments for the City of Saskatoon projects.
7) Lower than anticipated payments, based on information received from Government Services.
8) Introduction of new program.
9) Redistribution of funds unused from prior years.
10) Higher than anticipated salary related payments.

Summary of Revenues

The Ministry's major revenue relates to agreements with the federal government. All revenue collected is deposited in the General Revenue Fund. A summary of the Ministry's 2010-11 budgeted revenue compared to actual revenue is presented below. Variance explanations are provided for all variances that are greater than $100,000.

	In thousands of dollars				
Revenue Category	2009-10 Actual Revenue	2010-11 Budget	2010-11 Actual Revenue	Variances Over/ (Under)	Notes
Revenue					
Other Licenses and Permits	**693**	**700**	**615**	**(85)**	
Subdivision Fees	693	700	615	(85)	
Sales, Service, Service Fees	**38**	**64**	**52**	**(12)**	
Debenture Authorization	30	30	31	1	
Miscellaneous Services	3	4	2	(2)	
Other Service Fees	5	30	19	(11)	
Transfers from the Federal Government	**78,476**	**113,653**	**97,797**	**(15,856)**	
Municipal Rural Infrastructure Fund	3,169	1,297	1,744	447	1
New Deal Federal Gas Tax Transfer	59,095	56,055	56,055	–	
Building Canada Fund – Communities Component	16,011	56,100	39,797	(16,303)	2
Employability Assistance	201	201	201	–	
Other Revenues	**95**	**5**	**1,103**	**1,098**	
Refunds – Previous Years' Expenditures	95	5	1,103	1,098	3
Total Revenue	**79,302**	**114,422**	**99,567**	**(14,855)**	

Explanations of Major Variances

1) Higher than anticipated program commitments, resulting in increased reimbursement from federal government.
2) Project delays due to weather and the extension of federal stimulus funding deadlines.
3) Refund of previous year grant payments as a result of project costs lower than anticipated.

Financial Accountability Statement

Municipal Affairs is responsible for ensuring:

- public accountability for Government finances entrusted to the Ministry;
- fiscally responsible management of its resources and financial affairs;
- compliance with existing legislation and regulations;
- systems and controls are in place to safeguard public assets; and,
- appropriate results are reported to the public and the legislature.

There are a number of external controls in place to monitor these responsibilities. They include:

Audited Results – The Provincial Auditor's Office has legislative responsibility to audit Municipal Affairs. Audit conclusions are published in a report to the Legislative Assembly of Saskatchewan. If a deficiency is reported by the Provincial Auditor, the Ministry may be called to appear before the Public Accounts Committee of the Legislature.

Accountable to Legislature – The Ministry's annual budget is detailed in the Saskatchewan Provincial Budget Estimates. The Ministry is called to appear before a Legislative Committee to defend the Ministry's budget estimates.

Public Reporting – Expense and revenue details as they pertain to the Ministry are published in the Ministry's Annual Report, and the Public Accounts Volumes 1 and 2.

For More Information

Additional information about the Ministry of Municipal Affairs is available at: **www.municipal.gov.sk.ca**. The website includes general and detailed information about the Ministry, its key programs, special studies and legislation for which the Ministry is responsible.

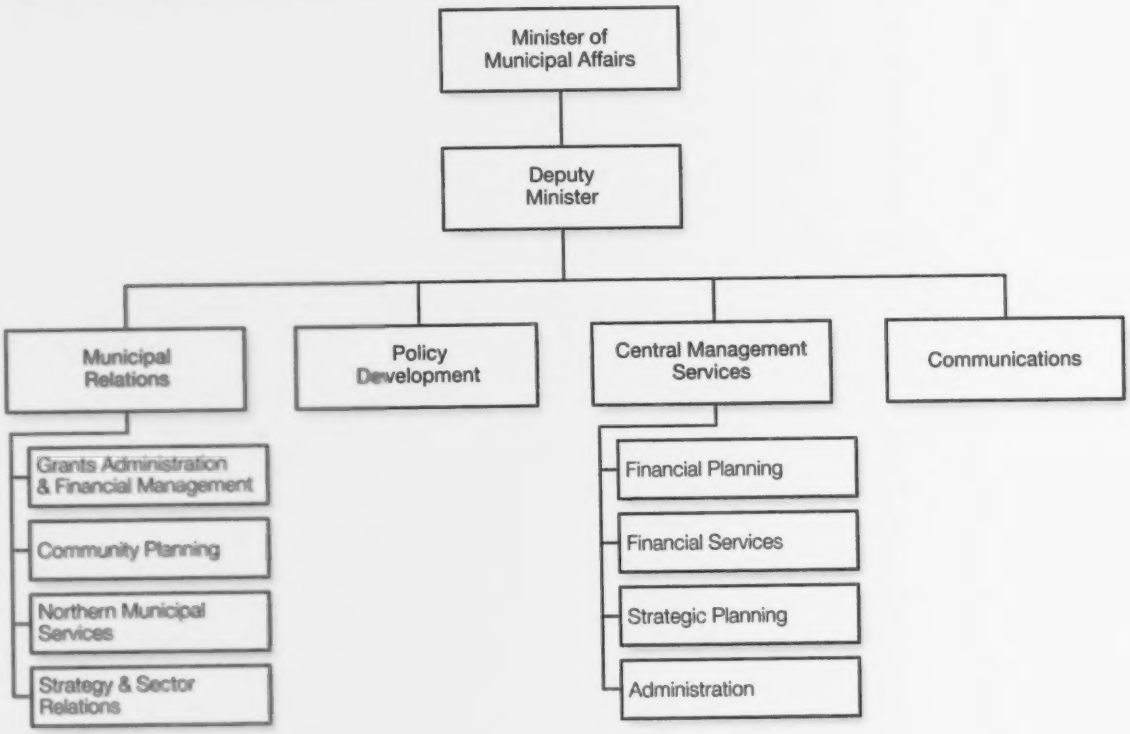
For more information about Municipal Affairs, or to provide feedback about our 2010-11 Annual Report or performance results, please contact us at:

Phone: (306) 787-2635
E-mail: **muninfo@gov.sk.ca**

Mailing address:
Ministry of Municipal Affairs
1855 Victoria Avenue
Regina SK S4P 3T2

Appendices

Organizational Chart as at March 31, 2011



In 2010-11, the Ministry updated the structure of its website, **www.municipal.gov.sk.ca**, to improve usability and accessibility to all Municipal Affairs publications. The website contains information on seven key areas which support the Ministry's strategies:

- Ministry Overview
- Programs & Services
- Growth & Development
- Funding
- Municipal Administration
- Health & Safety
- Legislation

Legislative Responsibilities

The Acts below and their associated regulations are the responsibility of the Ministry of Municipal Affairs:

- *The Assessment Appraisers Act*
- *The Assessment Management Agency Act*
- *The Borders Areas Act*
- *The Cities Act*
- *The City of Lloydminster Act*
- *The Community Planning Profession Act*
- *The Controverted Municipal Elections Act*
- *The Cut Knife Reference Act*
- *The Department of Rural Development Act (subject to OC 177/93)*
  - *jointly assigned to the Minister of Municipal Affairs and the Minister of Enterprise except with respect to clauses 7(a), (d) and (e) and 9(e) which are jointly assigned to the Minister of Municipal Affairs, the Minister of Agriculture and the Minister of Enterprise*
- *The Department of Urban Affairs Act*
  - *except clause 7(b) which is assigned to the Minister of Social Services*
- *The Flin-Flon Extension of Boundaries Act, 1952*
- *The Local Government Election Act*
- *The Local Improvement Act, 1993*
- *The Municipal Board Act*
- *The Municipal Debenture Repayment Act*
- *The Municipal Development & Loan (Saskatchewan) Act*
- *The Municipal Expropriation Act*
- *The Municipal Grants Act*
- *The Municipal Industrial Development Corporations Act*
- *The Municipal Reference Act*
- *The Municipal Tax Sharing (Potash) Act*
- *The Municipalities Act*
- *The Municipality Improvements Assistance (Saskatchewan) Act*
- *The Northern Municipalities Act, 2010*
- *The Planning and Development Act, 2007*
- *Rural Development Act*
  - *Jointly assigned to the Minister of Municipal Affairs and the Minister of Enterprise*
- *The Rural Municipalities Administrators Act*
- *The Subdivisions Act*
- *The Tax Enforcement Act*
- *The Time Act*
- *The Urban Municipal Administrators Act*
- *Urban Municipality Act, 1984*